

**Topics Tentatively Scheduled for Study Session Discussion
and
Topics Requested for Action at Future Business Meetings of the Twenty-Ninth
Town Council of Highland**

**Monday, January 20, 2020: Study Session
Martin Luther King Birthday Holiday
Plenary Meeting room**

- X. Discuss and work on establishing formally a program providing certain honorific banner displays on public light poles on Kennedy Avenue, Jewett Street and Highway Avenue. (See policy template accompanying this discussion topic.)
- X. Follow-up regarding the Provision in Compensation and Benefits Ordinance regarding Section 125 Plan. *(Increased costs for Valued Added Card and related services) Currently the service fees are paid by AFLAC and the fees have increased profoundly.) Choices: (1) fund publicly one year money card fees and announce that the flexible spending account will be discontinued next year? (2) fund publicly one year the money card fees and announce that the full Section 125 Plan will continue but plan money value cards will be eliminated. (3) Do not fund, for this year the money card, and state that the full Section 125 Plan will continue but plan money value cards will be eliminated.*
- X. Discuss or acknowledge the remaining appointments for the year. (Summary list of appointments due.)
- X. Request by the Public Works Director for an additional appropriation to repair damaged streetlights.

II.

• Plenary Business Meeting of Monday, January 27, 2020 Likely matters

- X. Accounts payable vouchers Docket for the period of January 14, 2020 to January 27, 2020 in the amount of \$ _____.
- X. Minutes of the Meeting of Monday January 13, 2020.
- X. Appointments for Boards and Commissions remaining (if ready)
- X. An Ordinance amending the municipal code to establish service charges for escort services unrelated to accidents or funerals for all departments further ratifying the unauthorized invoicing of July 29, 2019 NOT ACCIDENT RESPONSE FEES. Introduced on 9.09.2019. No further action. **(NOT READY/ Since this was introduced in a prior session – the 28th Town Council, this will need to be reintroduced when ready.)**

- X. Action to renew IT Consultancy services agreement with CBL, Inc.
- X. Public Hearing to consider possible additional appropriations in **Unsafe Building Fund**, \$142,400; **General Improvement Fund**, \$8,000; **Hazardous Materials Response Fund**, \$13, 073; **Municipal Cumulative Street Fund**, \$40,000; for the **Redevelopment Capital Fund**, in the amount of \$1,898,933.00; in the amount of \$ **119,000** in the **Metropolitan Police Department**, **the amount of \$101,123** in the **Fire Department** and **the amount of \$40,000** in the **Works Board Department** all of the **Corporation General Fund** for a **Fund total of \$260,123.00**.

The Town of Highland acknowledges its responsibility to comply with the American with Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternative audio/visual devices, etc.) for participation in or access to Municipal sponsored public programs, services and or meetings, the Town of Highland requests that individuals make requests for these services forty-eight (48) hours ahead of the scheduled program, service and or meeting. To make arrangements, contact the ADA Coordinator for the Town of Highland at (219) 972-7595.

POLICY FORMATION TEMPLATE

Date: Monday, January 20, 2020

Re: Honorific Banners

These series of questions are designed to assist the Town Council in formulating a formal policy (ordinance) regarding the display of honorific semaphores and banners on public light posts.

Note: There would need to be language that formally exempts this activity from the prohibition in our code regarding signs or displays on public property. *(These have ever been enforced against the town, but should be reconciled.)*

Background details to be worked out by staff:

- Banner specifications, dimensions and materials.
- Census of display points – how many places are there for banners in the following areas:

Area 1

The section of Jewett Street with its eastern terminus at fifth street and its western terminus at Kennedy Avenue. Number of banner spaces: _____

Area 2

The section of Highway Avenue with its eastern terminus at fifth street and its western terminus at Kennedy Avenue at First Street. Number of banner spaces: _____

Area 3

The section of Kennedy Avenue with its northern terminus at Condit Avenue and its Southern terminus at Forty-fifth Street. Number of banner spaces: _____

Questions:

- Shall Highland provide a formal service of allowing and erecting honorific displays on its light poles equipped for banner display? *(I think this is yes but it is a basic step) Is this tied to a legitimate public function? Yes again, as it is tied to the definitions of Economic Development in IC 36-7-2 et seq., the general cultural powers outlined in CI 36-10 et seq., and Home Rule IC 36-1-3 et seq.*
- Who or what groups are permitted? *(Commercial, non-commercial) Keep in mind, the Redevelopment Department has already a program allowing commercial display consistent with the branding theme for the downtown; there is an informal program for non-commerical display for highland seniors)*
- Will there be a requirement to apply? If so, how much lead time for the application to the desired date of display? Will it be each year or will some applications be allowed to be recurrent or standing applications?
- What will the duration of the authorized display be?

- Will there be an allocation of display types i.e. what percentage of the display points will be commercial and what shall be non-commercial? Will the allocation apply to each area or will it be area wide?
- To the extent that it is not barred by US Constitution, what purposes (not content per se) will be permitted as evidenced in the banner displayed?
- Will Town wide, sponsored events be reserved like all applicants or will there be a special priority or reservation for these? (*Independence Day and Christmas are special display days presently*)
- What department or departments shall be assigned the administrative responsibility for executing the eventual policy?
- Will there be any fees associated with applying or displaying other than the one established by the Redevelopment Commission for the commercial banners?

Appointments:

At 01.20.2020

• Statutory Boards and Commissions

Executive Appointments (May be made in meeting or at another time)

(Appointments have been placed on agenda in case there is readiness to act)

1. **Municipal Plan Commission** (1) appointment to be made by Town Council President. (Note: The unexpired term of Mark Schocke (R) expiring 1st Monday in January 2022 and up to 90 days after term expires if no action) Current composition of the citizen members is 1 Independent, 1 Democrat, 1 Republican, 1 vacancy. There can be no more than 2 of the same party.
2. **Advisory Board of Zoning Appeals** (1) appointment to be made by Town Council President. Citizen member (Unexpired term of Bill Leep, who was appointed to the Redevelopment Commission. Term ends 1st Monday of January 2022)
3. **Economic Development Commission:** (1) appointment to be made by Town Council President but must be **nominated by the Lake County Council**. Currently held by David Beanblossom. Term expires **February 1, 2020** Pending response from Dave Beanblossom and County council.
4. **Redevelopment Commission:** (1) Non voting member term ends 6.30.2020 Must be from the School Town of Highland. (Currently held by Patrick Krull. Town Council President will confer with School town to inform his appointment.)

Home Rule Commissions or Boards

5. **Community Events Commission:** (1) Multi-year appointment for vacancy in unexpired term of the late Elmo Parlor. Term ends: 1 January 2021. (see list under legislative appointments.

Legislative Appointments (May be made in meeting or at another time)

(Appointments have been placed on agenda in case there is readiness to act)

Home Rule Commissions

1. **Community Events Commission:**

I am supplying who is on based upon council action and what I was advised:

There could be up to four annual vacancies, one multi-term for legislative appointments and one multi-year executive appointment.

Multi-year appointments

Executive Appointment multi-year

Liz Breslin

Term Ends: **1 Jan 2023**

(Executive Appointment)

John Breslin

Term Ends: **(1 Jan 2022)**

(Executive Appointment)

H

Legislative Appointment multi-year

Dawn Wolak

Term Ends: **1 Jan 2021**

(Legislative Appointment)

(Resignation is expected)

Kristen Smith

Term Ends: **(1 Jan 2021)**

(Legislative Appointment)

Dean Smith, Sr. (Legislative Appointment)
Term Ends: (1 Jan 2022)

H XXXXXXXXXXXX (Legislative Appointment)
XXXXXXXXXXXXXXXXXXXX XXXXXXXX Term Ends: (1 Jan 2022)

Legislative Appointments of One year (nine)

John A. Salzeider (Legislative Appointment)
Term Ends: (1 Jan 2021)

Adam Nyiri (Legislative Appointment)
Term ends: 1 Jan 2021
(Resignation has been reported to me from membership)

Ead Mansoun (Legislative Appointment)
Term Ends: (1 Jan 2021)
(Was reappointed but status unclear)

Christine Clarkson Gonzalez (Legislative Appointment)
Term Ends: (1 Jan 2021)

Christopher Kornaus (Legislative Appointment)
Term Ends: (1 Jan 2021)

Deanna Christ Kornaus (Legislative Appointment)
Term Ends: (1 Jan 2021)

Elizabeth Alakel (Legislative Appointment)
Term Ends: (1 Jan 2021))

Victoria Smith (Legislative Appointment)
Term ends: (1 Jan 2021)
(Resignation reported. She has reported that she will volunteer to assist at events but does not wish to be a voting member)

Vacant position (Legislative Appointment)
Term ends: 1 Jan 2021

I am further advised of persons seeking appointment but not all have filed applications to my knowledge.

Memorandum

January 17, 2020

To: Town Council
From: John Bach
Re: Additional Appropriation
MCCD Fund

This past year, two (2) publicly-owned street lights were struck and knocked down by motorists. The Public Works Department followed all available remedies for restitution; however, we were unable to recover the cost for repairs.

Locations:

Kennedy Avenue – north of Main Street (east side) – uninsured motorist
3700 block of Ridge Road (south side) – hit and run

The total cost for the repairs is \$7,560.00

The Town does not insure this equipment and the Public Works Department does not budget for these incidents. In the past, we have funded these replacements from the Municipal Cumulative Capital Development Fund (MCCD) and we are seeking your consideration to do the same.

Please consider the following additional appropriation in the Municipal Cumulative Capital Development Fund:

Street Light Replacement	\$7,560.00
Total Additional Appropriation	\$7,560.00

If you have any questions, please contact me.

C: Michael W. Griffin, Clerk Treasurer